



**Maine State Government
Dept. of Administrative & Financial Services
Office of Information Technology (OIT)**

Public Data Jack Policy

1.0 Statement

PCI-DSS (Payment Card Industry Data Security Standard) is a security standard for organizations that process credit card payments with VISA, MasterCard, American Express, and Discover. Merchants utilizing the above credit cards agree to the PCI-DSS compliance as a pre-requisite for accepting payments. The State of Maine accepts credit card payments. Therefore, the Maine State network must be compliant with the PCI-DSS data security standard.

2.0 Purpose

The Maine State network is not fully PCI-DSS compliant due to the ability of the public to access data jacks in public conference rooms (*any conference room where a member of the public can allow themselves in without being challenged by access credentials and/or human gatekeepers*) across state locations. This Policy identifies the immediate and longer-term measures that have been established to achieve full PCI-DSS security compliance.

3.0 Applicability

- 3.1 This Policy applies to the entire Maine State network serviced by the Office of Information Technology (OIT). Beyond the Executive Branch, this includes the Judiciary, the Secretary of State, the Treasurer, the Attorney General, and the State Auditor.
- 3.2 The Maine State Legislature is on a different network, and, therefore, not under the purview of this Policy.

4.0 Responsibilities

- 4.1 Chief Operations Officer: The Chief Operations Officer is responsible for enforcing this Policy.

5.0 Directives

- 5.1 Any data jack in any Maine State facility that is serviced by OIT, and accessible to the public, will be shut down.
- 5.2 In the interim, connecting to any publicly-accessible data jack without the prior written permission from the Chief Information Officer is strictly prohibited.

6.0 Document Information

Initial Issue Date: March 21, 2017

Latest Revision Date: July 25, 2018 – To update Document Information.

Point of Contact: Policy Administrator, OIT, Enterprise.Architect@Maine.Gov

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Approved By: Chief Information Officer, OIT

Legal Citation: [Title 5, Chapter 163: Office of Information Technology](#)¹.

Waiver Process: See the [Waiver Policy](#)².

¹ <http://legislature.maine.gov/statutes/5/title5ch163sec0.html>

² <http://www.maine.gov/oit/policies/waiver.pdf>